



STATE OF IOWA

TERRY E. BRANSTAD, GOVERNOR
KIM REYNOLDS, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
CHARLES M. PALMER, DIRECTOR
THOMAS C. BOUSKA, SERVICE AREA MANAGER

8/25/14

2836 S Lakeport
Sioux City, Iowa 51106

Dear Blanca

I am writing in regards to your childcare registration. Based on concerns identified in the visit to your home on 8/21/14, the Department of Human Services has made the decision that you have until 10/31/14 to correct these deficiencies.

The Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describe specific requirements that must be met by a registered child development home. The following areas were out of compliance with childcare regulations.

110.5(1): Conditions in the home are safe, sanitary, and free of hazards.

- Numbers for police, fire, ambulance, poison information posted by phone.
- All accessible electrical outlets are safely capped.
- Emergency and disaster plans for fire and tornado are written and posted by primary and secondary exits.
- The plans include a diagram and an outside meeting place in case of fire, and a safe place indoors in case of tornado.
- Fire and tornado drills are practiced monthly and documentation kept.
- Each smoke detector is tested monthly, and a record is kept for inspection purposes.
- Non smoking signs are posted at every entrance of the home and in every vehicle used to transport children. Signs include telephone # for reporting complaints, and www.iowasmokefreeair.gov.
- All dogs and cats have annual examinations and records of the exams are on file.
- The provider has written policies about caring for mildly ill children.
- The provider has written policies about responding to health-related emergencies.
- Injury report forms are maintained for any injury requiring first aid or medical care. The forms are shared with parents and copies are in the child's file.

110.2(2) A provider file is maintained and contains:

- A physician's signed statement of health on the provider and all members of the household who may be present when children are in the home. Statements must be obtained at the time of initial registration and updated every two years.
- Certificates or training verification documentation for:
- Within the first three months of registration:
- Two hours of approved child abuse and neglect mandatory reporter training (and every 5 years thereafter.)

- Certification in infant and child first-aid that includes mouth-to-mouth resuscitation. If they are unable to locate first aid training that includes mouth-to-mouth resuscitation, they must complete both a first aid course and CPR.
- During the first year of registration – 12 hours of training. Two of the 12 hours must be health and safety training.
- During the second year of registration and each succeeding year, 12 hours of training. If the provider has documentation of completing the Child Net series, these hours may be used to fulfill two year's training requirements.

110.5(4)

- The certificate of registration is displayed in a conspicuous place.

110.5(8) Children's Files

- An individual file is maintained for each child and updated annually or when there are changes. Each file contains:
- Identifying information including, at a minimum, the child's name, birth date, parent's name, address, telephone number, special needs of the child and the parent's work address and telephone number.
- Emergency information including where the parent can be reached, the name, street address, city and telephone of the child's regular doctor, and the name, number, telephone number, and relationship to the child of another adult available in case of emergency.
- A signed medical consent from the parent authorizing emergency treatment.
- For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child's first day of attendance.
- For school-aged children: On the first day of attendance, a statement of health status signed by the parent or legal guardian.
- For infants and preschoolers: A statement of health signed by a physician submitted annually.
- For school aged children: An annual statement of health condition signed by the parent or legal guardian, annually from date of admission physical.
- A list signed by the parent which names persons authorized to pick up the child, their telephone number, and relationship to the child.
- A signed and dated immunization certificate provided by the state department of public health.
- For each school-age child, record of a physical exam completed at the time of school enrollment or since.
- Written permission from the parent(s) for their child to attend activities away from the child development home. It must include times of arrival and departure, destination, and person(s) responsible for the child.
- Injury report forms to document injuries requiring first aid or medical care.

As we discussed at the time of my visit with you, these are noncompliance issues that must be addressed. We may be completing a follow-up compliance check sometime after Oct 31, 2014 to determine if you have come into compliance with all registration requirements.

A referral will be made to Child Care Resource and Referral who will work with you and your interpreter to assist you in coming into compliance with the requirements of a registered child care home. Your interpreter, Margarita Rios will be contacted so that they can schedule a time to meet with both of you.

If you have any questions, please feel free to contact me at 712-255-2913 ex 2106 or Child Care Resource and Referral at 712-541-3314. Thank you for your immediate cooperation.

Sincerely,

Connie Bratkiewicz
Woodbury Co. DHS
822 Douglas St
Sioux City, Iowa 51101
cc: file
Enc.: Checklist for Child Dev. Home Reg., 470-0625